

**CITY OF MISHAWAKA, BOARD OF PARKS & RECREATION
MINUTES OF THE MEETING**

DATE: March 11, 2013

TIME: 4:30 p.m.

PLACE: Battell Center Community Room

PRESENT: John Coppens, Carolyn Teeter, Ellen West, Bob Shriner & Michael Bergin

ALSO PRESENT: Terry Zeller, Carmen Carpenter, George Fowler, Rick Frye, Rick Springer, Bradleah Mick, Shauna DelRegno, Michelle Wotring, and Robert C. Beutter, Esq.

NOT PRESENT: Reg Wagle

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Board Vice President, John Coppens, called the regularly scheduled meeting to order at 4:30 p.m. The Pledge of Allegiance was recited. Mr. Coppens then called for the approval of the minutes from the February 25, 2013, meeting. Mr. Bergin moved to approve the minutes as presented and Mrs. Teeter seconded his motion. The motion carried unanimously.

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OLD BUSINESS:
None at this time.

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NEW BUSINESS:

Mr. Zeller introduced Bradleah Mick as the new Director of Aquatics/Ice Rink and Shauna DelRegno as the new Manager of Aquatics/Ice Rink. Mr. Zeller gave some background information on each, noting that Mr. Mick had come to us from Compton Arena and Miss DelRegno had been a former seasonal employee. The Board welcomed the two new members to our Department.

The Indiana Chapter of the Cystic Fibrosis Foundation (CFF) requested the use of Beutter Park on June 1st at a discounted rate of \$250.00 for its annual "Great Strides" 5K walk. CFF indicated that being able to pay the reduced fee will help keep costs down on its already tight budget. Mr. Zeller recommended the Board approve the request but that we take a look at rates for benefit and non-profit events. Mr. Bergin moved to approve the reduced rate of \$250.00 and Mrs. Teeter seconded it. The motion carried unanimously.

The Potawatomi Kiwanis Club requested permission to hold its 4th Annual Peg Arnold Memorial Walk along the Mishawaka Riverwalk on August 17th and for a fee waiver for use of a staging area at Beutter Park. Mr. Shriner moved to approve the request and waiver of the fees. Mrs. Teeter seconded the motion. The motion carried unanimously.

Mr. Joe Watkins requested the use of the Battell Bandshell to host a live benefit concert for a friend diagnosed with colon cancer. Park rules prohibit live music in any park without Board permission, as well as a certificate of liability insurance for events held on park property that are public oriented. Mr. Watkins' email sought permission to host the event without adhering to the liability insurance requirements. The Board tabled the matter, referring it to legal counsel for review. The request will be tabled until input from legal counsel has been received.

Mrs. Wotring requested approval for payment of claims for the Parks & Recreation Department as listed below:

<u>Docket Number</u>	<u>Amount</u>
2013-00000081	\$89,729.37

Mrs. Teeter moved to approve the claims as presented on the above docket and Mr. Shriner seconded the motion. The motion carried unanimously.

Mr. Zeller reported the donations for February as \$418.70. Mrs. Teeter moved to approve the donations as presented and Mrs. West seconded it. The motion carried unanimously.

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SUPERINTENDENT'S REPORT:

Mr. Zeller briefly spoke about the rink closing and that it was a good time to transition new staff into pool season. In giving the new Director a reprieve on providing a quarterly report, Mr. Zeller advised the Board that the agenda for the upcoming pool season included installing starting blocks, replacing decking, and resurfacing the slide "one last time".

Mrs. Carpenter's report included revenue figures for tubing season, youth sports and the Daddy/Daughter Dance. It also included information on meetings attended, sponsorship resources, preparation plans for upcoming events and concerts, and registration dates for adult softball, youth tackle football and camp.

Mr. Fowler summarized his first quarter maintenance report for Eberhart. Information reported included receiving quotes for equipment, preparing bid packets for golf carts, removing of trees, preparing equipment for the upcoming season, placing orders for fertilizer and chemicals, and attending workshops and seminars.

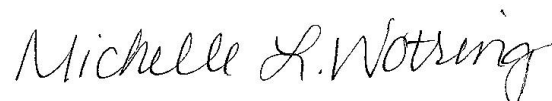
Mr. Frye provided a brief report that included purchasing a new deep fryer for the snack bar kitchen, setting dates for leagues and outings, and having the carpets cleaned.

Mr. Springer spent most of the first few months of 2013 preparing for the Certified Arborist exam, which he passed with flying colors on February 26th. Mr. Springer's report did include information regarding the Imprelis damage compensation. Total reimbursement for damages was \$7,078.00 with DuPont also paying to have the damaged trees removed.

Mr. Coppens then called for additional questions and/or comments from any others present at the Board meeting. As there were no further questions or comments to be made, Mrs. Teeter moved to adjourn the meeting and Mr. Bergin seconded the motion. The motion carried unanimously.

Meeting was adjourned at 5:05 p.m.

Submitted for Approval to the Board



Michelle L. Wotring,
Office Manager, Parks & Recreation

Approved: _____
Carolyn Teeter, Board Secretary